



STATE OF WASHINGTON  
DEPARTMENT OF HEALTH

**Podiatric Medical Board  
Special Meeting Minutes**

November 5, 2020  
9:00 a.m.

---

On Thursday, November 5, 2020, the Podiatric Medical Board held a special meeting via Webinar. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

**BOARD MEMBERS:**

Randy Anderson, DPM, Chair  
Zarko Kajgana, DPM  
Lotchie Kerch, DPM, Secretary  
DJ Wardle, DPM, Vice Chair  
Civillia Winslow Hill, Public Member

**STAFF PRESENT:**

Susan Gragg, Program Manager  
Renee Fullerton, Executive Director  
Michelle Hartman, AA3  
Davis Hylkema, Assistant Program Manager  
Gail Yu, Assistant Attorney General  
Cori Tarzwell, Policy Analyst  
Ashley Maxwell, Supervising Staff Attorney

**OTHERS PRESENT:**

Lynn Kovacevich Renne, DPM – WSPMA  
Gail McGaffick, JD - WSPMA  
Tabitha Northrup

**1. Call to Order/Introductions**

Chair Randy Anderson, DPM, called the special meeting of the Washington State Podiatric Medical Board (board) to order at **9:00** a.m. on November 5, 2020. The board made the following actions for these agenda items:

**1.1 Introductions**

The board members, staff, and guests introduced themselves.

**1.2 Approval of agenda**

**MOTION:** The Chair entertained a motion to approve the November 5, 2020, special meeting agenda. The motion was seconded and unanimously approved.

**1.3 Approval of July 16, 2020, business meeting minutes**

**MOTION:** The Chair entertained a motion to approve the amended July 16, 2020, business meeting minutes. Amendments included a typing error, two

clarifications and correction in titles from Mr. to Dr. The motion was seconded and unanimously approved.

2. **Old Business**

2.1 Rule Project Updates

2.1.1 Senate Bill 5380 – e-prescribing requirements and prescription monitoring program electronic medical record integration.

The requirement for these have been extended by the DOH Secretary until September 30, 2021. The CR 102 is complete and currently being reviewed. It is anticipated to be filed in February 2021.

2.1.2 Repeal of WAC 246-922-070 – AIDS prevention and information education requirements.

Ms. Gragg reported that the CR 103 has been submitted for DOH approval. Once approved and filed with the Code Reviser, the repeal will be complete 31 days later.

3. **New Business**

3.1 COVID-19 follow-up

3.1.1 Proclamations extensions

The board discussed the proclamations regarding the open public meetings act (20-28), telemedicine reimbursement (20-29), and health care professions licensing (20-32) which have been extended to November 9, 2020. Ms. Gragg indicated this could possibly be extended longer.

3.1.2 PMB CME Policy Statement

Ms Gragg explained that due to the indications that CME courses will continue to be offered virtually through at least April 2021, staff recommends the board extend the policy statement through the end of June 2021.

**MOTION:** The Chair entertained a motion to extend the policy through June 30, 2021, or until the declared state of emergency issued by the Governor is rescinded whichever is later. The motion was seconded and unanimously approved.

3.2 Telemedicine in health care

3.2.1 Substitute Senate Bill 6061

Ms. Gragg stated this bill requires training in telehealth for those health professions that choose to deliver patient care via telemedicine. The existing 2019 training (through WSHA) should be sufficient until the training required by this bill is created. A unified message for the majority of the health professions is being crafted and will go out through the board's GovDelivery.

3.2.2 WMC/BOMS Rulemaking

The Washington Medical Commission (WMC) and Board of Osteopathic Medicine and Surgery (BOMS) are engaged in rulemaking to put the WMC guidelines into rule. They have held one rule workshop; however, it is

apparent that additional workshops will be needed to work through the various differing outlooks on definitions/processes.

3.3 Federation of Podiatric Medical Boards report

Ms. Gragg gave an update to the board on the issues presented by the Federation of Podiatric Medical Boards (FPMB) at their meeting held on September 16, 2020. Some of the information shared included the impact of the COVID-19 pandemic on the podiatric licensing examinations.

3.4 Policy, Procedure, Guideline, Interpretive Statement Review

Ms. Gragg presented an overview of the current policies, procedures, guidelines, and interpretive statements. The following recommendations were made:

- Repeal: PO 95-16 Review of Inv. By RBM, PO 95-19 National Board Scores, PO 95-27 Criteria for Exper Reviewers, PO 95-30 Investigative Status Reports, PO 97-42 PMLexis Courtesy Candidates, PO 13-47 Mandatory Malpractice Reports, PO 06-48 Anesthesia Administration, PO 95-34 Continuing Education Audits (convert to FAQ)
- Research for futher review: PO 95-05 Assistant Surgeon Role, PO 95-14 Infection Control, PO 95-23 Scope of Practice Related to Individual Practitioners, PO 99-44 Podiatric Physicians Conducting Pre-Surgical Histories and Physicals, PO 98-45 Residency Training Rotations, PO 02-46 Best Practice Guidelines – Verbal Prescriptions
  - Each will be researched by board members and brought back for discussion/review at the January 14, 2021 meeting.
- Recommend no change: PO 19-50 Harvesting Skin Grafts

**MOTION:** The Chair entertained a motion to approve the recommendations as presented. The motion was seconded and unanimously approved.

3.5 Business Plan Updates

The board reviewed the current business plan and agreed to Ms. Gragg's updates regarding dates and wording, bringing the plan current.

3.6 Draft Opiod Prescribing Provider Checklists.

The board agreed to table these and revisit in the future should the need arise.

3.7 Correspondence/Inquiries

The board reviewed the correspondence received regarding the ability for DPMs to administer vaccinations. Due to limitations in the statutory scope of practice for podiatric medicine, preventative immunizations are outside the scope of practice for podiatric physicians. That being said, tetanus innoculations and boosters for lower extremity wounds are with in scope as it is a potential health risk if not administered in a timely manner.

4. **Program Reports**

4.1 Budget report

Ms. Gragg shared the budget status report as of September 30, 2020. She explained that once the current disciplinary case are resolved, the financial report will look much better. Overall, the budget is in good standing.

4.2 Statistics reports

The Credential Counts report shows current total active licensees to be 337. For disciplinary cases, there are 21 active cases; Six in assesment, three in investigation, thirteen in review, and two in adjudication.

4.3 Continuing education audit report

The were no new updates.

4.4 Recruitment update

Ms. Gragg updated the board, informing them that the packet of applicants received is currently going through internal review. When completed, it will be sent to the Govenor's office for review and appointment.

Ms. Winslow Hill has been reappointed to the board in the public member position.

5. **Open Forum**

Public attendees were provided the opportunity to address the board on issues related to topics discussed during the meeting.

The public expressed appreciation for the board and staff for all their work.

6. **Future Business**

The board discussed agenda items identified or suggested for future meetings.

Ms. Gragg suggested to add the following to the January 14, 2021 agenda:

- Review of the policies being researched by board members
- CME rule discussion

7. **Settlement Presentations**

Settlement and/or Agreed Order presentations are contingent upon agreements being reached between the parties prior to a board meeting. Decisions are made in Closed Session.

There were no settlement presentations.

8. **Adjournment of public meeting**

The meeting adjourned at 10:12 a.m.

9. **Discipline and Licensing**

The board members met to attend to licensing and disciplinary matters.